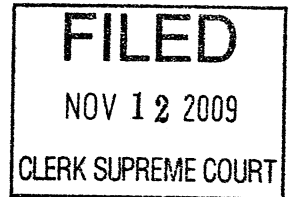


IN THE SUPREME COURT OF IOWA



O R D E R

**IN THE MATTER OF THE ADOPTION OF  
IOWA COURT RULES 22.39 AND 22.40**

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By action of this court, Iowa Court Rules 22.39 and 22.40 are adopted as shown in the attached document. The rules shall be effective immediately.

Dated this 12<sup>th</sup> day of November, 2009.

THE SUPREME COURT OF IOWA

By Marsha Ternus  
Marsha Ternus, Chief Justice

**CHAPTER 22**  
**JUDICIAL ADMINISTRATION**

*(new rule)*

**Rule 22.39 Staffing offices of clerks of court.** The supreme court shall allocate staff to the clerk of court office in each county. The court shall take into account workload and availability of funds for state court operations. The court shall set the business hours of each office. To facilitate case processing, the court may allow each office of the clerk of court to operate without being open to the public for a portion of each day the office is open for business to enable an office to process its work without interruption.

**CHAPTER 22**  
**JUDICIAL ADMINISTRATION**

*(new rule)*

**Rule 22.40 Public business hours of offices of clerks of court.** For purposes of Iowa Code section 4.1(34), the word “day” means the period of time defined by the public business hours of an office of the clerk of court as established by order of the supreme court. If the supreme court has by order closed an office of the clerk of court for an entire day, that day shall be treated as a holiday or a weekend. Nothing in this rule shall prevent a party from filing with the court pursuant to Iowa Rule of Civil Procedure 1.442(5).